

EXTERNALAI Index ORG 63/04/94

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Amnesty International
International Secretariat
1 Easton Street
LONDON WC1X 8DJ
UNITED KINGDOM

TO:ALL SECTIONS

FROM:PERSONNEL OFFICE

DATE:04 JANUARY 1994

RECRUITMENT:ASSISTANT COORDINATOR OF REFUGEE WORK
(Fixed Term Contract-March 1994 to February 1995)

Amnesty International (AI) requires an Assistant Coordinator for its Refugee team based at the International Secretariat in London.

The Assistant Coordinator plays a key role, in consultation with the Refugee Coordinator, research teams and refugee coordinators in sections, in development of AI's policy, strategy and actions in its work on behalf of refugees and has primary responsibility for developing and facilitating AI membership work on behalf of refugees. S/he also assists the Coordinator in developing contacts with intergovernmental organizations and other NGOs on refugee issues.

You must have previous experience of refugee work and/or good knowledge of refugee issues. An understanding/experience of AI's own refugee policy and work is also highly desirable. Good analytical and drafting skills are essential as is good written and spoken English. You must be able to communicate effectively with a variety of people at different levels in a multicultural environment. Ability to work as part of a team under pressure also essential.

ONLY APPLICANTS WITH A PERMIT TO WORK IN BRITAIN WITHOUT RESTRICTION MAY APPLY FOR THIS POST.

SALARY: £16,500 PER ANNUM (PRO RATA)

CLOSING DATE FOR RECEIPT OF APPLICATION FORMS: 11 FEBRUARY 1994

For further information and an application form please contact: Personnel Office, Amnesty International, International Secretariat, 1 Easton Street, London WC1X 8DJ or telephone: 071 - 837 3805 (24 hour answerphone)

PLEASE QUOTE REFERENCE RD/1/94 IN ALL CORRESPONDENCE

Recommended Action

Please circulate details of this vacancy as widely as possible to interested parties asking them to contact the Personnel Office at the above address.